

CJ STANDARDS DIVISION ANNUAL REPORT

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Steven Combs, *DIRECTOR*



N.C. CRIMINAL JUSTICE EDUCATION & TRAINING STANDARDS COMMISSION

The North Carolina Criminal Justice Education and Training Standards Commission, through N.C.G.S. Chapter 17C, establishes minimum employment, training and retention standards for all North Carolina criminal justice officers.

The Commission plans for the effective implementation of innovations in the State's system of criminal justice employment, training and education.



The Commission is comprised of 34 Members who represent the interests of all state and municipal law enforcement officers; company/campus police officers; probation/parole, correctional and juvenile justice officers.

The Commission conducts its business through three Standing Committees and an Executive Committee. The composition of these committees is detailed on page 2 of this report.

GROWTH AND CHANGES

The Commission welcomed a number of new members in 2016, most notably the election of a new Attorney General. After serving as AG for 16 years, Hon. Roy A. Cooper was elected as the 75th Governor of North Carolina. Both the Commission and Division thank Gov. Cooper for his leadership, and wish him luck in his new role as Governor of the 'Old North State'. We are very excited about working with our new Attorney General, Josh Stein. Please read more about Attorney General Stein on page 9 of this report.

This Standards Division also welcomed new employees in 2016. The Division is now fully staffed with the hiring of a new Law Enforcement Program Assistant, Research and Planning Specialist, and Company/Campus Police Administrator. These additions fill our staff with individuals who are not only competent, but eager to provide excellent service to our regulated public. A listing of our staff, as well as contact information for each is provided on page 9 of this report.

Vision

The system of selection, training, and retention of criminal justice officers will support the continued professional development and growth of all officers and the most effective and ethical provision of protection to all citizens.

Mission

To assure that all of the State's criminal justice officers are both competent and ethical in the conduct of their duties.

COMMISSION COMMITTEES

Executive Committee

Comprised of the Commission Chair and Vice-Chair and the Standing Committee chairpersons; hears reports from the Standing Committees.

Education and Training Committee

Hears reports on issues relating to course curricula and training programs.

Planning and Standards Committee

Responsible for long-range planning activities of the Commission and conducts public rule-making hearings.

Probable Cause Committee

Conducts probable cause hearings for officers accused of Commission rules violations.

CORE VALUES

The North Carolina Criminal Justice Education and Training Standards Commission is dedicated to meeting the multitude of needs of the criminal justice system in everything it does. The Commission strives to provide quality services to all the citizens of North Carolina. These Core Values guide the Commission in all its decision making and deliberations:

*Make no decision unless it is thoroughly researched, explained and evaluated by Commission members, those they represent and other constituencies.

*Put the concerns of the Criminal Justice System first. The Commission will help the system members, and ultimately the citizens of North Carolina, achieve their goals. We shall seek their input in all that we can do.

*All persons appearing before the Commission will be courteously received and be allowed to present their point of view in accordance with the laws of North Carolina and Commission procedures.

*Strive to be innovative and responsive in addressing the current and future needs of the Criminal Jus-

tice System by a coordinated planning and goal-setting process.

*Be receptive and open to new ideas and concepts, which if implemented, will improve the Criminal Justice System in North Carolina.

*Promote a system where only the most qualified can be selected, employed, and retained by establishing reasonable, yet exacting standards and require that training and other developmental activities improve the competence and ethical behavior of professional criminal justice officers and staff.

COMMISSION MEMBERS

Commissioner

William Hollingsed, Chairman
 Eddie Caldwell, Vice-Chairman
 Greg Baker*
 Chris Blue
 Marianne Bond
 Scott Cunningham
 David Dail
 Ray Davis
 Richard Epley
 Lee Farnsworth
 James Fisher-Davis
 Jay Fortenbery
 William Grey
 Tim Hayworth
 Brent Herron*
 Brian James
 Teresa Jardon
 Steve Johnson
 Bobby Kilgore
 Tim Ledford
 Tracy McPherson*
 Nathan Mizell
 James Moore
 Kenneth Mullen
 Ricky Parks
 Ron Parrish
 Robin Pendergraft*
 Trey Robison
 Robert Schurmeier
 Michael Slagle
 Charles Walston
 Jeff Welty*
 Angela Williams
 Vacant

Appointing Organization

NC Police Executives Assn.
 NC Law Enforcement Officers Assn.
 Secretary, Dept. of Public Safety
 NC Police Executives Assn.
 NC Law Enforcement Women's Assn.
 NC Assn. of Chiefs of Police
 Speaker of NC House (Corrections)
 Attorney General (Citizen)
 NC Senate Pro Tempore
 NC Law Enforcement Officers Assn.
 Governor (Citizen)
 Governor (Chief of Police)
 NC State Highway Patrol
 NC Assn. of Chiefs of Police
 President, University of NC
 North State Law Enforcement Assn.
 NC Senate Pro Tem. (Corrections)
 Speaker of the NC House
 NC League of Municipalities
 NC Assn. of Chiefs of Police
 President, NC Community Colleges
 NC LE Training Officers Assn.
 NC Police Executives Assn.
 NC Criminal Justice Assn.
 Speaker of the NC House
 NC Senate Pro Tempore
 Attorney General
 NC Conference of District Attorneys
 NC State Bureau of Investigation
 NC Senate Pro Tem. (Corrections)
 Governor (Corrections-OSDT)
 Dean, NC School of Government
 Speaker of NC House (Corrections)
 Governor (Juvenile Justice)



Swearing in New
Commissioners, 2016

*Commissioners are
 appointed from a variety
 of agencies and
 organizations,
 representing the interests
 of all criminal justice
 personnel across the
 state.*

*= Serving as Proxy



Trevor Allen, *DEPUTY DIRECTOR*
Training & Research Section

FAST FACT:

5,586 Commission exams were administered by the Section in 2016

TRAINING AND RESEARCH SECTION

ACCREDITATION AND CERTIFICATION

The Training and Research Section oversees a variety of functions for the Division. The Section oversees the accreditation of all schools, institutions and agencies delivering Commission training programs, as well as those seeking accreditation of post-secondary criminal justice programs. Further, it is responsible for the certification of all School Directors, Instructors, Professional Lecturers, and In-Service Training Coordinators who coordinate and deliver instruction within these programs.

In 2016 the Section:

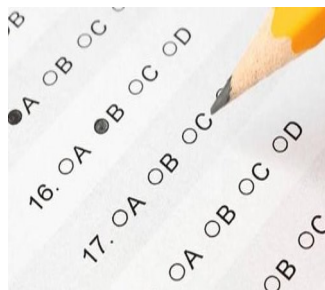
- ◆ Accredited 18 schools, institutions and agencies; and 2 Post-Secondary CJ Programs
- ◆ Certified 3,077 General Instructors; 2,155 Specialized Instructors; & 40 Professional Lecturers
- ◆ Managed the certification of 119 School Directors and 385 In-Service Training Coordinators

Due to the stringent academic and testing standards established by the Commission the North Carolina Speed Measuring Instrument (SMI) program is recognized as one of the nation's best. All law enforcement officers operating Radar, LIDAR, or Time-Distance instruments must pass both written and practical exams before applying for certification.

In 2016 the Section:

- ◆ Managed the certification of over 7,500 SMI Operators and 115 SMI Instructors

EXAM ADMINISTRATION



The Training and Research Section administers written examinations for all Commission-mandated training programs. These exams are administered throughout the State at established regional locations.

In 2016 the Section administered the following exams:

- ◆ 1,690 BLET
- ◆ 3,896 Instructor and SMI

BASIC LAW ENFORCEMENT TRAINING

Comprised of 36 instructional topics, the Basic Law Enforcement Training (BLET) Curriculum prepares entry-level individuals with the cognitive and physical skills needed to become certified law enforcement officers in North Carolina. 2016 saw a continued decline in the number of students enrolled in the BLET program. As a result, many schools were unable to enroll enough students to conduct the BLET program. The Standards Division presented to the Commission a revision to the administrative code which reduced the minimum number of students from 10 to 8. This revision was approved by the Commission, the goal of which is to help ensure the continued delivery of BLET across the state.

Student Enrollment

2013: 2,713
2014: 2,457
2015: 2,297
2016: 2,287*

Canceled BLET Courses:

2013: 9 (6.4%)
2014: 18 (13.6%)
2015: 12 (9.4%)
2016: 19 (30.2%)

* As of 1/17/17

CONCEALED CARRY HANDGUN PROGRAM

In 1994 the NC legislature adopted G.S. 14-415.11, granting properly certified individuals the ability to legally carry a concealed handgun. The Commission, via the Standards Division, reviews applications for certification as a Concealed Carry Handgun (CCH) Instructor. In order to carry a concealed handgun, individuals must first complete a handgun safety course and pass a firearms qualification administered by the certified CCH Instructor prior to obtaining a concealed carry permit.

In 2016, the number of certified CCH Instructors grew to 2,095, up from 1,969 in 2015. The Division also processed orders for over 150,000 CCH certificates for these instructors to issue to their students.

RETIRED LAW ENFORCEMENT FIREARMS PROGRAM

In 2007, the North Carolina General Assembly enacted legislation to allow for the NC Criminal Justice Education and Training Standards Commission to “establish standards and guidelines for the annual firearms certification of qualified retired law enforcement officers.” This action was a result of the passage by the US Congress of the Law Enforcement Officers Safety Act of 2004 (known as H.R. 218) which allows for qualified and trained active law enforcement officers and retired law enforcement officers to carry concealed weapons nationwide.

In 2016 the Division certified 684 retired officers under this program.

RESEARCH AND PLANNING

RECRUITMENT AND RETENTION

The Commission, as part of Goal #2 of the current System Plan, directed the Standards Division to conduct an updated recruitment and retention study. The study was conducted in three (3) parts: Div. of Adult Corrections/Juvenile Justice conducted by Dr. Heidi Bonner of East Carolina University; incumbent Law Enforcement by Division staff, and criminal justice majors by Dr. Tammatha Clodfelter of Appalachian State University.

MEDICAL GUIDELINES

The Commission is tasked with establishing medical guidelines for all officer positions certified under the Commission. In 2016, the Division partnered with a committee, chaired Dr. Stephanie Crapo, Medical Director for the State Highway Patrol, to review and recommend revisions to the current guidelines. In November 2016 Dr. Crapo presented a number of revision recommendations to the Commission, which will bring the guidelines with current medical recommendations.

PROFESSIONAL CERTIFICATE PROGRAM

In order to recognize the level of competence of criminal justice officers serving governmental agencies within the State, foster interest in college education and professional training programs, and attract highly qualified candidates into a law enforcement career, the Commission established the Law Enforcement Officers' Professional Certificate Program. The Commission, via the Training and Research Section awards law enforcement, corrections, probation/parole, and juvenile justice officers who attain educational and experience points commensurate with specific award levels. Only 25% of all certified law enforcement officers in the State have earned the Advanced Certificate.

In 2016 the Section awarded:

- ◆ 428 Intermediate Law Enforcement Certificates; and 43 Intermediate Corrections Certificates
- ◆ 451 Advanced Law Enforcement Certificates; and 56 Advanced Corrections Certificates

FAST FACT:

In 2016, the Section processed orders for over 150,000 certificates of completion; a 36% increase from 2015.

The Recruitment & Retention studies and Medical Guidelines are available on the Commission's website:
<http://www.ncdoj.com/About-DOJ/Law-Enforcement-Training-and-Standards/Criminal-Justice-Education-and-Training-Standards/Forms-and-Publications.aspx>

Presentation of Advanced Certificates





Richard Squires, *DEPUTY DIRECTOR*, Certification & Field Services Section

FAST FACTS:

In 2016, the Section processed 2,668 law enforcement certifications, and 2,047 law enforcement separations.

CERTIFICATION & FIELD SERVICES SECTION

The Certification and Field Services Section is responsible for verifying all applicants seeking certification in North Carolina meet the minimum requirements established by the Commission. Daily, the Section serves as a liaison between the Commission and the criminal justice field, providing services for agency heads, officers, government entities, and the public. The Section also conducts certification workshops throughout the State, providing training for new agency heads and hiring officers regarding certification standards and Commission programs.

The Section is comprised of the Law Enforcement Certification Program, the Corrections Certification Program, the Company/Campus Police Program, Field Services Coordinators, and Investigators.

LAW ENFORCEMENT CERTIFICATION PROGRAM

The Law Enforcement Certification Program is responsible for processing applications for certification for all law enforcement and local confinement officers in North Carolina. The Program Administrator, Jenny Myers, and Processing Assistant, Tammie Dame, are responsible for verifying that all applicants for these positions meet Commission mandated minimum requirements for certification. Staff also corresponds with agencies, officers, and private industries, providing certification information.

At the end of 2016, the Section oversaw the certification of over 19,000 law enforcement and local confinement officers, appointed at 526 North Carolina agencies.

In 2016, the Section trained 160 individuals at certification workshops conducted in the following cities:

April 20-21: Salemburg (NC Justice Academy)

June 22-23: Holly Springs (Holly Springs PD)

September 13-14: Salemburg (NC Justice Academy)

October 12-13: Clyde (Haywood Community College)

CORRECTIONS CERTIFICATION PROGRAM

The Section is also responsible for processing applicants for certification for Probation/Parole, Correctional and Juvenile Justice Officers, as well as Juvenile and Chief Court Counselors. Working closely with the staff at four regional Department of Public Safety employment offices, Program Administrator Kim Pulley and Processing Assistant Pat Hinnant verify that every applicant for the above positions has met the minimum standards established by the Commission.

At the end of 2016, the Section oversaw the certification of 14,575 officers.

In 2016, the Section certified 2,478 officers in the following categories:

Correctional: 2,030

Juvenile Justice: 124

Probation/Parole: 292

Juvenile/Chief Court Counselors: 32

COMMISSION INVESTIGATORS

The Certification and Field Services Section conducts investigations of alleged rule violations pertaining to the certifications of certified officers, instructors, school directors, and accreditation of schools administering training programs accredited by the Criminal Justice Commission. These investigations help to ensure the quality and integrity of the North Carolina Criminal Justice System. The investigators in this section interact with criminal justice professionals across the state explaining rules and laws governing certifications.

In 2016, investigators Judy Kelley, Michelle Schilling and Kevin Wallace conducted:

Certification Eligibility Investigations: 190

Cases Presented to Probable Cause Committee: 116

FIELD SERVICES

Field Service Coordinators audit certification and training records maintained by law enforcement agencies and Commission-accredited training schools. An important duty is to establish and maintain effective working relationships with the law enforcement agencies and criminal justice professionals in the state. In conducting their audits, the Field Service Coordinators exercise judgment and discretion in the application and interpretation of the laws and Commission rules governing certification.

*See Page 10 for a map of
Field Services Regions*

In 2016 Field Services Coordinators conducted:

<u>Agency Audits:</u>	251
<u>School/Training Facility Accreditation Renewals:</u>	11
<u>School/Training Facility Inspections:</u>	63
<u>Concealed Carry Handgun Audits:</u>	31
<u>Unannounced Training Class Audits:</u>	7

COMPANY AND CAMPUS POLICE PROGRAM

The Company and Campus Police Program is an independent program administered through the North Carolina Attorney General and staffed by members of the Criminal Justice Standards Division. The program began with Railroad Police in 1871. Company and Campus Police Officers must meet commissioning standards of their respective programs, while meeting the certification standards established by the Criminal Justice Commission. Officers commissioned/certified through these programs provide police services within their territorial jurisdiction.

FAST FACTS:

In 2016, 293 company police commissioning applications, and 4 company police agency commissioning applications were processed.

At the end of 2016, Program Administrator Randy Munn and Processing Assistant Alex Radford oversaw the commissions of:

Company Police Agencies: 62

Campus Police Agencies: 18

Company Police Officers: 809

Campus Police Officers: 208



The Commission is committed to providing our military service members an efficient avenue for criminal justice certification.

*For additional information, please review the FAQ for the instructor certification process:

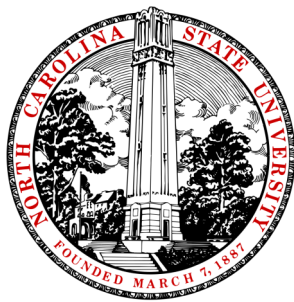
http://www.ncdoj.gov/getdoc/522431ac-b1be-4e8c-b7e3-c78d701e6213/Instructor-Certification-Procedure_1-1-17.aspx

2016 HIGHLIGHTS

BLET—ACTIVE DUTY MILITARY

In 2016 the Commission continued to demonstrate its commitment to US military service members by providing the opportunity for active duty men and women to complete BLET within 5 years before leaving the military. This allows these individuals to avoid a delay in starting their NC law enforcement careers, as they may leave the military already trained and prepared for certification.

INVESTIGATOR MICHELLE SCHILLING



In the Fall of 2016 Division Investigator Michelle Schilling completed the North Carolina Administrative Officer Management Program (AOMP). This nationally-accredited public administration program provides eighteen (18) credit hours of graduate level education for criminal justice leaders. At the October 2016 Southeastern Conference for Public Administration in Raleigh, NC Michelle presented her final paper on *Officers' Perceptions on the Use of Body Worn Cameras*. The Division is proud of Investigator Schilling's accomplishment, and her contribution to the field of law enforcement.

INSTRUCTOR CERTIFICATION PROCESS

2016 saw a major revision to the process for obtaining and maintaining Probationary, General and Specialized Instructor certifications. The revisions were made in order to meet the needs of criminal justice agencies under the auspices of the Commission.

In summary, the Commission reduced the number of instructional hours required to obtain a certification as a General Instructor, and established a new requirement for all instructors to complete an annual 1-hour online instructor update in order to maintain certification.

These revisions not only provide a more efficient process for individuals, schools and agencies, they help ensure our instructors receive the most up-to-date training skills and information for delivering instruction to the Criminal Justice and Law Enforcement Officers across our State.

ATTORNEY GENERAL STEIN

Josh Stein was sworn-in as North Carolina's Attorney General on January 1st, 2017. Prior to being elected Attorney General, Josh served as a State Senator and as Senior Deputy Attorney General in the North Carolina Department of Justice.

In the Senate, Stein successfully led efforts to put more violent criminals behind bars and keep innocent people out of prison by expanding the state's DNA database. He worked to strengthen laws against domestic abuse and to ban stalking using GPS tracking devices. He was also named volunteer of the year for his work with a domestic violence support group in his own community.

While in the Senate, Mothers Against Drunk Driving, the NC Sustainable Energy Association, and AARP of North Carolina each named him Legislator of the Year. He was also named the 2011 Defender of Justice by the NC Justice Center, and his Republican and Democratic colleagues selected him the most effective Democratic senator.

As Senior Deputy Attorney General, Stein worked to keep kids safe at home, at school and online. He wrote the School Safety Act that mandated safety plans and training for school personnel in emergency situations, and worked to improve safety features on social media websites to protect kids from sexual predators.



DIVISION CONTACTS

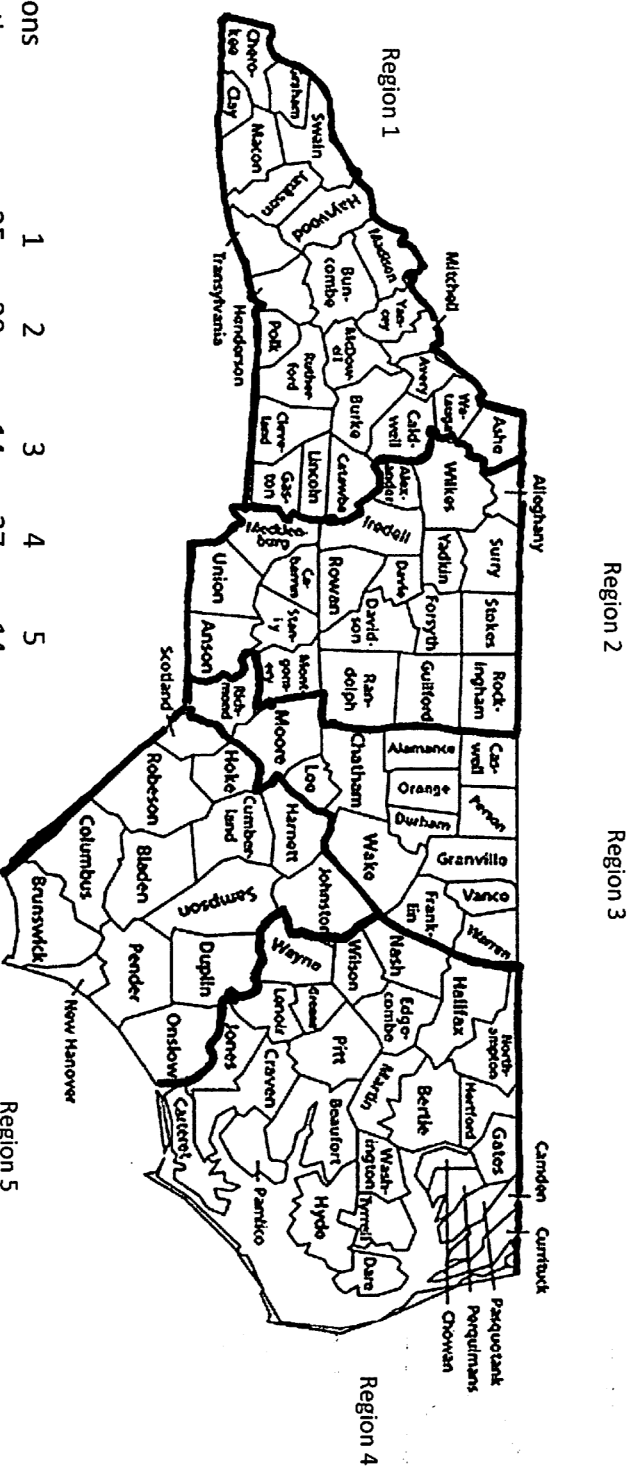
Steven Combs, (Director)	919.779.8203	scombs@ncdoj.gov
Richard Squires (Dep. Director)	919.779-8204	rsquires@ncdoj.gov
Trevor Allen (Dep. Director)	919.779.8205	tjallen@ncdoj.gov
Bob Beck (Reg. 3 Field Rep.)	919.612-6102	rbeck@ncdoj.gov
Charminique Branson (Research/Planning)	919.779-8206	cbranson@ncdoj.gov
Mike Brim (Reg. 5 Field Rep.)	252.503.5261	rbrim@ncdoj.gov
Ken Bumgarner (Reg. 1 Field Rep.)	828.620.3168	kbumgarner@ncdoj.gov
Donna Byrd (Director's Assistant)	919.661.5910	dhbyrd@ncdoj.gov
Tammie Dame (Law Enf. Processing Asst.)	919.661.5993	tdame@ncdoj.gov
Dean Gordon (West Exam Administrator)	919.604.7946	drgordon@ncdoj.gov
Pat Hinnant (Corrections Processing Asst.)	919.662.4609	phinnant@ncdoj.gov
Diane Isaacs (East Exam Administrator)	919.604.8705	disaacs@ncdoj.gov
Judy Kelley (Investigator)	919.779-8201	jkelley@ncdoj.gov
Randy Munn (Company Police Administrator)	919.779-8207	rmunn@ncdoj.gov
Jenny Myers (Law Enf. Program Administrator)	919.662.4525	jmyers@ncdoj.gov
Bob Overton (Instructor/SMI Coordinator)	919.779.8212	roverton@ncdoj.gov
Kim Pulley (Corrections Program Administrator)	919.779.8211	kpulley@ncdoj.gov
Alex Radford (Company Police Processing Assist.)	919.779.0211	tradford@ncdoj.gov
Gail Raper (Division Receptionist)	919.661.5980	graper@ncdoj.gov
Mike Register (Reg. 2 Field Rep.)	828.413.0529	mregister@ncdoj.gov
Erica Reid (Deputy Directors' Asst.)	919.661.5994	ereid@ncdoj.gov
Michelle Schilling (Investigator)	919.662.4539	mschilling@ncdoj.gov
Alex Setzer (Reg. 4 Field Rep.)	919.612.6100	asetzer@ncdoj.gov
Dawn Suffel (Instructor Processing Asst.)	919.661.5992	dsuffel@ncdoj.gov
Kevin Wallace (Central Exam Administrator)	919.662.4524	kwallace@ncdoj.gov
Sharon Witherspoon (SMI Processing Asst.)	919.661.5991	switherspoon@ncdoj.gov
Ed Zapolsky (CCH/Professional Certificates)	919.662-4517	ezapolsky@ncdoj.gov

Please visit our website:
<http://www.ncdoj.gov/About-DOJ/Law-Enforcement-Training-and-Standards/Criminal-Justice-Education-and-Training-Standards.aspx>



@NCCJETS

Field Rep's Regions



Regions	1	2	3	4	5
Counties	25	20	14	27	14
PD	90	92	81	98	83
Company	14	18	09	06	12
Campus	02	06	06	02	02
Accred. Inst.	15	19	20	13	13
Audit Rotation	30.25	33.75	29.00	29.75	27.50

